

DET Lean Projects Status Summary *(updated 10/28/2016)*



Project Name	Executive Sponsor	Team Lead	Status	Completion Expected
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No DET Lean teams currently meeting. Several new team charters are being developed.

Completed DET Lean Projects (beginning with the most recently completed):

Streamlining the Provision of IT Resources for New DOA Employees -- Recommendations delivered to State CIO David Cagigal in September 2016.

Implementation planning in process.

Service Delivery Phase 1 -- Intakes -- Recommendations delivered to Bureau of Infrastructure Support (BIS) Director Trina Zanow in September 2016.

Implementation planning in process.

Assisting DEO with Assessment of State's Interdepartmental Mail Routes -- Analysis delivered to Division of Enterprise Operations (DEO)

Administrator Jim Langdon in August 2016. Options are being evaluated by DEO.

Streamlining Approvals and Billing for Operational Service Requests -- Recommendations delivered to David Cagigal, Herb Thompson, and Trina Zanow in January 2016. Implementation of recommendations partially completed and continuing; Lean team is confirming effectiveness of implementation steps with agency contacts as it proceeds.

Bindery Area 5S Project at BPAD -- Bindery area at Publishing and Distribution reorganized, with standardize/sustain documentation finalized in January 2016.

Telco Billing -- Recommendations delivered in October 2015 to State CIO David Cagigal. Most recommendations already implemented; some additional recommendations can be implemented after further integration with STAR functionality is achieved and the VoIP system is expanded to agency customers.

Document Sales Analysis -- Recommendations delivered in August 2015 to DOA Deputy Secretary Cate Zeuske, Assistant Deputy Secretary John Hogan, State CIO David Cagigal, Division of Enterprise Operations (DEO) Administrator Helen McCain, BPAD Director Tim Smith, and additional managers within DEO and DET. Current DEO Administrator Jim Langdon and his staff worked with BPAD staff to implement a full absorption of Doc Sales into DET's Bureau of Publishing and Distribution, which was finalized in June 2016.

Elimination of Unnecessary Inventory at BPAD -- Recommendations delivered to Section Chiefs Tony Kannenberg and Bruce Goodman in August 2015. Implementation of recommendations complete.

Publishing Work Order Adjustment at BPAD -- Recommendations delivered to Section Chief Tony Kannenberg and Supervisor Todd Westphal in June 2015. Implementation of recommendations complete.

Summary of Solutions (SOS) Publishing Process -- Recommendations delivered to Bureau of Infrastructure Support Director Jim Schmolesky, Assistant Director Trina Zanow, and State CIO David Cagigal in May/June 2015. Implementation of recommendations occurred in second half of calendar year 2015.

Three 5S Projects at BPAD -- Physical work spaces reorganized and standardize/sustain documentation finalized in spring 2015. The three BPAD areas selected for initial 5S projects were: 1) Conditioning Area (Team Lead Phil Zimmerman); 2) Shipping Area (Team Lead Doug Bohn); and 3) Print Area Shelving (Team Lead Doug Olsen).

Production Job Naming Standards at BPAD -- Recommendations delivered to Bureau Director Tim Smith and Section Chief Bruce Goodman in February 2015 and implemented immediately at the Bureau of Publishing and Distribution (BPAD).

DET Procurement Process -- Recommendations delivered to State CIO and DOA Deputy Secretary in February 2014.

High-Profile IT Project Status Reporting -- Recommendations delivered to State CIO and DOA Deputy Secretary in November 2013 and implemented in first half of 2014.